



Division of Water Quality
PO Box 029 Trenton, NJ 08625-0029
Phone: (609) 984-4428
FAX: (609) 777-0432



Application/Instruction Sheet for Transfer of Ownership and/or of a Permit (N.J.A.C. 7:14A-16.2)

This form must be completed by the current permittee. If there is a section where no change of information will occur print "NC" across that section. Signature requirements are on the reverse side.

NJPDES Permit #

Permit Category(ies)

Current Information	New Information
<p>1a. Name, address, Federal tax ID, phone and fax of <u>current</u> permittee/operating entity:</p> <p>Federal tax ID</p> <p>Phone</p> <p>Fax</p>	<p>1b. Name, address, Federal tax ID, phone and fax of <u>new</u> permittee/operating entity:</p> <p>Federal tax ID</p> <p>Phone</p> <p>Fax</p>
<p>2a. Name, address, Federal tax ID, phone and fax of <u>current</u> property owner:</p> <p>Federal tax ID</p> <p>Phone</p> <p>Fax</p>	<p>2b. Name, address, Federal tax ID, phone and fax of <u>new</u> property owner:</p> <p>Federal tax ID</p> <p>Phone</p> <p>Fax</p>
<p>3a. <u>Current</u> facility name:</p>	<p>3a. <u>New</u> facility name:</p>
<p>4a. Names of the principal officer or officers responsible for the facility operation and maintenance under the <u>new</u> operator identified under number 1b above:</p> <p>Name/Title</p> <p>Phone</p> <p>4b. <u>New</u> Facility contact:</p> <p>Name/Title</p> <p>Phone</p>	

5. <u>New name, address and telephone number of person upon whom legal process can be served:</u>	
Name Address	Phone
6. When a permit is transferred, submit a notarized statement signed by the principal officer identified in number 4 above stating that he or she has read the permit and certifies, pursuant to N.J.A.C. 7:14A-4.9, that he or she shall abide by all the conditions of the permit and that production levels, products generated, rates of discharge, and discharge characteristics shall remain unchanged. (PLEASE ATTACH STATEMENT)	
7. When a permit is transferred, submit a written agreement between the current permittee and the new permittee, which includes a specific date for the transfer of permit responsibility between the current permittee and new permittee. (PLEASE ATTACH AGREEMENT)	
8. Any additional information relevant to the transfer of this NJPDES permit. (PLEASE ATTACH STATEMENT)	
9. I certify the above information to be accurate.	
_____ (Signature)	_____ (Date)

Who may sign

For a corporation: A “responsible corporate officer” or duly authorized representative. A “responsible corporate officer” is (i) a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: A general partner or the proprietor, respectively, or duly authorized representative.

For a municipality, state, federal or other public agency: Either a principal executive officer or ranking elected official, or duly authorized representative.

A “responsible corporate officer”, general partner, proprietor, principal executive officer of a public agency, or ranking elected official may assign his or her signatory authority for this Certification to a duly authorized representative, which is a named individual or generic position (e.g., plant manager, operator of a well or well field, superintendent) having overall responsibility for facility/site operation or the company’s or public agency’s environmental matters, by submitting a letter to the Bureau of Permit Management stating said authority and naming the individual or position.

Please send the completed Application/Instruction sheet and attachments to:

New Jersey Department of Environmental Protection
 Division of Water Quality
 Bureau of Permit Management
 PO Box 029
 Trenton, NJ 08625-0029